

## Small Businesses – Making a Difference

### DIRECTOR'S NOTE

In this edition of OSDBU NEWS, the Office of Small and Disadvantaged Business Utilization's (OSDBU) goal is to ensure that the small business community is aware of the available websites and programs that provide contracting opportunities. You will find that the OSDBU website is a helpful tool which provides information for small businesses. OSDBU's website address is [www.epa.gov/osdbu](http://www.epa.gov/osdbu). OSDBU also has web links connected to the Small Business Administration (SBA) - [www.sba.gov](http://www.sba.gov).

If you are not registered with SBA's ProNet, please do so. ProNet is another vehicle which gives small businesses an opportunity to publicize their qualifications. When marketing your company to EPA, please inform us if you are on the GSA schedule and if future awards will count towards your 8(a) or your competitive business mix. Also, always identify what small business categories your company falls in, i.e. Woman Owned Business (WOB); 8(a); HubZone, Service Disabled, etc.

The Office of Acquisition Management's (OAM) Competition Advocate has created an acquisition forecast which lists current and future contracting opportunities with the agency. The forecast can be found at [www.epa.gov/oam](http://www.epa.gov/oam). Another website that identifies contracting opportunities is FedBizops and that address is [www.fedbizopps.gov](http://www.fedbizopps.gov). There are also contract-

ing opportunities available in the Brownfields Program, which many small businesses are not aware of. Their website address is [www.epa.gov/brownfields](http://www.epa.gov/brownfields).

It is imperative for the small business community to continuously access the above mentioned websites; stay abreast of changes in the business sector and how they impact you. Additionally, new legislation impacting the small business community is being introduced on a regular basis and you should stay abreast of how this legislation may impact you as a small business owner. If you have not provided OSDBU with a copy of your capability statement, please do so immediately. As contracting opportunities become available, we can search our database for qualified contractors. Please remember, OSDBU is here to serve as an advocate for the small business community. If you have any questions and/or comments, contact my office at **202-564-4100**. We cannot assist you if we are not aware of the problem(s).

*Jeanette L. Brown, Director  
Office of Small and Disadvantaged Business Utilization*

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### MISSION STATEMENT

The mission of the U.S. Environmental Protection Agency's Office of Small and Disadvantaged Business Utilization is to support the protection of the environment and human health by fostering opportunities for partnerships, contracts, subagreements, and grants for small and socioeconomically disadvantaged concerns.

# GOALS AND ACCOMPLISHMENTS

## EPA FISCAL YEAR (FY) 2002 2<sup>nd</sup> QUARTER DIRECT PROCUREMENT

DIRECT	ACCOMPLISHMENTS	FY'02 GOALS	FY'02 ACTUAL
Total Dollars	\$416,212,860	—	—
Small Businesses	106,689,387	23.5%	25.63%
8(a) Businesses*	27,703,959	6.0%	6.66%
Small Disadvantaged Businesses*	4,107,212	3.5%	0.99%
Women-Owned Small Businesses	13,610,669	5.0%	3.27%
HUBZones	** (30,219)	2.5%	-0.01%
Service Disabled Veterans	0	3.0%	0.00%

\*Since 8(a)s are SDBs, EPA in essence, has an SDB goal of 9.5%

\*\*Negative amount results from a prior period adjustment.

## EPA FISCAL YEAR (FY) 2001 SUBCONTRACTING ACCOMPLISHMENTS

Based on Estimated Contract Obligations of \$1.2B

SUBCONTRACT	ACCOMPLISHMENTS	FY'01 GOALS	FY'01 ACTUAL
Subcontract Obligations	\$634 M	—	—
Small Businesses	277 M	50.0%	43.69%
Small Disadvantaged Businesses	69 M	20.0%	10.88%
Women-Owned Small Businesses	53 M	6.0%	8.36%
HUBZones	1 M	2.0%	0.16%
Service Disabled Veterans	842 K	1.0%	0.13%

## EPA FISCAL YEAR (FY) 2002 SUBCONTRACTING GOALS

SUBCONTRACT	DOLLAR VALUE	FY'02 GOALS
Subcontract Obligations	\$200 M	—
Small Businesses	100 M	50.0%
Small Disadvantaged Businesses	40 M	20.0%
Women-Owned Small Businesses	12 M	6.0%
HUBZones	5 M	2.5%
Service Disabled Veterans	6 M	3.0%

NOTE: Subcontracting goals are subject to increase in individual solicitations in an effort to meet overall Agency goals.

The federal government purchases millions of dollars in goods and services each year that range from paper clips to complex space vehicles. It is the policy of the United States, as stated in the Small Business Act, that all businesses have the maximum practicable opportunity to participate in providing goods and services to the government. To ensure that small businesses get their fair share, the SBA negotiates annual procurement preference goals with each federal agency and reviews each agency's results. The SBA is responsible for ensuring that the statutory government-wide goals are met in the aggregate.

## OSDBU Meets With USET In Nashville

During the week of June 10<sup>th</sup>, OSDBU Director, Jeanette Brown and Staff Attorney, Kimberly Patrick attended the semi-annual meeting of the United South and Eastern Tribes, Inc. ("USET"), in Nashville, Tennessee.

USET is a non-profit, inter-tribal organization that collectively represents its member Tribes at the regional and national level. USET includes twenty-four federally recognized Tribes from Maine, to Florida to Texas, operating through various workgroups and committees and providing a forum for the exchange of ideas and information amongst Tribes, agencies and governments.

The purpose of OSDBU's presence at the meeting was to provide information to the organization's member tribes about the Proposed DBE rule, and to solicit comments and answer questions on the Proposed Rule. During the two-hour session we were able to speak with a number of tribal representatives to the USET Natural Resources Committee. The opportunities for information sharing and learning were mutual at this meeting. OSDBU was afforded the opportunity to sit in on a live consultation between the USET Board of Directors and the Centers for Disease Control. This session proved to be highly informative.

"Thank you" to Rafael Santamaria, MBE/WBE Coordinator, Region 4, who worked hard to get us on the USET agenda! We look forward to future working relationships with this organization.

### USEFUL WEBSITES

Office of Acquisition Management  
[www.epa.gov/oam](http://www.epa.gov/oam)  
Small Business Innovative Research  
[www.epa.gov/sbir](http://www.epa.gov/sbir)  
Small Business Ombudsman Office  
[www.epa.gov/sbo](http://www.epa.gov/sbo)  
Small Business Assistance Program  
[www.epa.gov/ttn/sbap](http://www.epa.gov/ttn/sbap)  
Regulatory Flexibility Act/Small Business Regulatory  
Environmental Fairness Act  
[www.epa.gov/ncerqa/sbrefa](http://www.epa.gov/ncerqa/sbrefa)  
Education and Outreach Group-Small Business Training  
[www.epa.gov/airprogm/oar/oaqps/eog/sbt.html](http://www.epa.gov/airprogm/oar/oaqps/eog/sbt.html)

## Proposed DBE Rule Update

There have been brief set-backs along the way...but there is no progress without process. We are happy to report that the Proposed DBE rule has left OSDBU and the Office of Policy and Environmental Information. The rule was submitted to the Office of Management and Budget (OMB) on August 5th. OMB has 90 days to review, and barring any OMB objections, it is off to the Federal Register with a 180-day comment period.

Many people have worked hard on developing the rule as it currently exists. The current version is in many ways a different creature from the staff draft posted on the OSDBU website nearly two years ago. Therefore, in this edition of the OSDBU Newsletter we are printing a copy of the current summary of the Proposed Rule. If you have any questions regarding this summary, please contact **Mark Gordon at 202-564-5951** or **Kimberly Patrick at 202-564-5386**.

## Kerry Calls for Level Playing Field Increase in Federal Contracts for Small Businesses

On July 18<sup>th</sup>, Senator John Kerry (N-MA), Chairman of the Committee on Small Business and Entrepreneurship, offered legislation to increase the amount of federal contracts secured by small businesses by appointing a small and disadvantaged business Ombudsman, or a legislative commissioner to investigate small business complaints of bureaucratic abuse, with the Federal government. The legislation, the Small and Disadvantaged Business Ombudsman Act, will also increase the federal procurement goal for small business from 23 percent to 30 percent per year.

"The bottom line is simple: the federal government today is not keeping faith with America's small businesses," Senator Kerry said. "The Administration is allowing bureaucratic excuses to shortchange millions of small businesses every year when it comes to competing for the federal procurement dollar. This Administration owes our small businesses better, and it's up to us to insist the Administration meet basic commitments to the small business people who create the jobs and grow the economy of our country."

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**WWW.OSDBU.GOV**

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# Summary of Major Elements of the Proposed EPA DBE Rule and Preamble

## I. MAJOR CHANGES FROM CURRENT REQUIREMENTS

A. **NAME CHANGE** - The program will be called EPA's DBE program. A DBE is defined as an entity owned and/or controlled by an individual who is socially and economically disadvantaged under either EPA's 8% or 10% statutes, as well as a SBE, a labor surplus area (LSAF) firm or a SBRA. **THIS IS NEW.**

## B. CERTIFICATION.

1. Under the proposal there would be three changes to the current certification requirements in order to satisfy *Adarand's* strict scrutiny analysis.

I. No longer accept MBE self certification.

II. Recognize MBE certifications (certification of entities as owned and/or controlled by a socially and economically disadvantaged individual under EPA's 8% or 10% statutes by a State, local and Indian Tribal governments and private certifiers so long as their criteria match those under Section 8(a)(5) and (6) of the Small Business Act and SBA's 8(a) Business Development Program regulations.) (We currently accept State certifications without their having to adhere to these criteria).

III. Clarify that EPA will accept DOT DBE certifications as valid certifications under our program if EPA citizenship requirements are met.

2. EPA would require that an entity first try to become certified as an MBE or WBE by the SBA or DOT under their respective programs or by an Indian Tribal Government, State Government, local Government or independent private organization consistent with EPA's 8% or 10% statute as applicable. An entity may only apply directly to EPA for MBE or WBE certification under the procedures set forth in §33.205 of the proposed rule if that entity first is unable to obtain MBE or WBE certification under one of these programs.

EPA currently envisions five categories of individuals or groups who would not qualify for MBE or WBE certification program from SBA or DOT due to differences in those Agency's respective programs. These categories are:

- a. women-owned businesses (WBEs) and Minority - owned businesses (MBEs) that do not meet the SBA/DOT size standards, (note- EPA does not have size criteria for its DBE program) [8% and 10% statutes];
  - b. disabled American owned businesses [10% statute];
  - c. private and voluntary organizations controlled by individuals who are socially and economically disadvantaged [10% statute];
  - d. entities which are certified under criteria which are inconsistent with EPA's DBE Program criteria; [8% and 10% statutes]
  - e. any entity claiming that it is owned or controlled by socially and economically disadvantaged individuals under EPA's 8% statute. [note - SBA and DOT both require a showing of both ownership and control]
3. WBEs would have to become certified as such.
  4. A practical effect if these provisions are adopted is that individuals with a net worth greater than or equal to \$750K would be precluded from initial eligibility and individuals with a net worth greater than or equal to \$750K would be precluded from continued eligibility - this is a



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major change from our current requirements which contain no dollar limits.

- C. **GOOD FAITH EFFORTS** - The 6 affirmative steps in 40 CFR Part 31 and the 6 positive efforts in 40 CFR Part 30 are being combined to be known as good faith efforts. **THIS IS NEW.**
- D. **CONTRACT ADMINISTRATION PROVISIONS.**
1. A recipient must be notified in writing by its prime contractor prior to any termination of a DBE subcontractor.
  2. When a DBE subcontractor fails to complete its work under the subcontract for any reason, the recipient must require the prime contractor to make good faith efforts in hiring another subcontractor (i.e., must undertake the 6 affirmative steps/positive efforts again).
  3. A recipient must require its prime contractor to make good faith efforts even if the fair share objectives are met.
  4. A recipient must require its prime contractor to pay its subcontractor for satisfactory performance within a specific number of days from the prime contractor's receipt of payment from the recipient.
  5. A recipient must require the completion of a few new forms to prevent "bait and switch" tactics at the subcontract level by prime contractors which could circumvent the spirit of the DBE program. The forms would be completed either by prime contractors or DBE subcontractors, depending on the applicable form.
- E. **SUBMISSION OF FAIR SHARE GOALS** - The rule would require a recipient to submit its proposed fair share objectives and supporting documentation to the Agency no later than 90 days after its acceptance of the assistance award. **THIS IS NEW** (instead of relying on grant conditions to accomplish a similar result, which is what we have been doing for the past few years). A recipient would not be able to spend any of its financial assistance award for procurement until the fair share objective negotiation process has been completed. Costs of preparing an availability analysis or disparity study may be grant eligible depending on the specific fact situation - **THIS IS NEW LANGUAGE FOR THE PREAMBLE ALTHOUGH NOT NEW AS A CONCEPT.** EPA approved fair share goals would remain in effect for three fiscal years. If significant changes occur during that time period rendering the data obsolete, the recipient and EPA will renegotiate the goals.
- F. **DETERMINING FAIR SHARE GOALS** - The big change from current requirements is that a non-State agency recipient would be able to use a State agency's MBE and WBE fair share objectives only if it uses the same or a substantially similar relevant geographic market for its procurement for construction, equipment, services and supplies.
1. In calculating fair share goals, after a recipient comes up with base figures for its MBE and WBE proposed fair share objectives through an availability analysis, a disparity study, using another recipient's goals, or alternative methods, it has to consider whether an adjustment from the base figures is appropriate, based on its past utilization of MBEs and WBEs in contracts under EPA financial assistance agreements, and other relevant information, e.g., disparity studies conducted within a recipient's relevant geographic area, statistical disparities in the ability of MBEs and WBEs to get necessary financing bonding and insurance.
- G. **RACE AND GENDER CONSCIOUS EFFORTS** - to the extent good faith efforts prove to be inadequate to achieve the fair share goals for MBEs and WBEs, encourage a recipient or prime contractor to take reasonable race and/or gender conscious action to the extent necessary to more closely achieve the fair share goals, including price incentives and technical evaluation credits. Prior notification of the contemplated action to EPA is required.

- H. **EXEMPTIONS** - EPA is proposing to exempt recipients of an EPA financial assistance agreement in the amount of 250K or less for any single assistance agreement, or of more than one financial assistance agreement with a combined total of 250K or less in any one fiscal year from the fair share negotiations requirements.
- I. **CWSRF, DWSRF, AND BROWNFIELDS CLEANUP REVOLVING LOAN FUND (BCRLF) EXEMPTIONS** - EPA is proposing that recipients not be required to apply the fair share objective requirements to an entity receiving an identified loan in the amount of \$250K or less or to an entity receiving more than one identified loan with a combined total of \$250K or less in any one fiscal year.
1. Recipients of identified loan projects could use State negotiated MBE/WBE goals if they used a substantially similar relevant geographic market - if not, they have negotiate separate MBE/WBE fair share goals with the State based on demonstrable evidence of availability of MBEs and WBEs. If procurements will occur over more than one year, the recipients can choose to apply the fair share objective in place either for the year in which the identified loan is awarded or for the year in which the procurement action occurs. The recipient must specify this choice in the financial assistance agreement or incorporate it by reference in that agreement.
- J. **OTHER EXEMPTIONS** - Grants to tribes and intertribal consortia that are eligible to be included in Performance Partnership Grants (PPGs) are exempt from fair share negotiations. Technical Assistance Grants (TAGs) are also exempted from the fair share negotiations requirements.
- K. **INSULAR AREAS AND INDIAN TRIBES** - The rule proposes the same fair share negotiation requirements as for other recipients, with a 3-year phase in to allow these recipients time to adjust to the change. In the interim, they would have to comply with the rule's other requirements. The Agency will develop guidance on what specific factors should be taken into account in determining the phase-in period for these recipients.
- L. **DEFINITIONS** - The rule defines a number of new terms, e.g., disparity study and others differently (e.g., MBE) from our current definitions.
- M. **RECORD KEEPING AND REPORTING** -
1. A recipient of a Continuing Environmental Program Grant (e.g., a state) or other annual grant would be required to create and maintain a bidders list. Such a list must only be kept until the grant project period has expired and the recipient is no longer receiving funding under the grant .
  2. In addition, a recipient of an EPA financial assistance agreement to capitalize a revolving loan fund also must require entities receiving identified loans to create and maintain a bidder's list if the loan recipient is subject to, or chooses to follow competitive bidding requirements.
  3. abThe purpose of a bidders list is to provide the recipient and entities receiving identified loans who conduct competitive bidding with as accurate of a database as possible about the universe of MBE/WBE and non-MBE/WBE prime and subcontractors.
  4. abSuch a list must only be kept until the project period for the identified loan has ended. Recipients are required to comply with these record keeping requirements even if they are exempt from applying the fair share objective requirements.
- N. **WAIVERS** - The OSDBU director can grant waivers from any requirements of Part 33 that are not based on a statute or Executive Order.

## II. **NEXT STEPS**

- A. EPA anticipates publishing a proposed rule in the Federal Register by the summer of 2002.

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## Small Business Information Technology Networking Fairs

The U.S. EPA Offices of Small and Disadvantaged Business Utilization (OSDBU), the Research Triangle Park Procurement Operations Division (RTP/POD), the Office of Environmental Information (OEI) and the U.S. General Services Administration (GSA) sponsored two extraordinary successful Information Technology Service (ITS) Small Business Fairs.

The first fair was held at the new EPA Environmental Research Campus at Research Triangle Park, North Carolina on June 3<sup>rd</sup> and a subsequent fair was held on June 6<sup>th</sup> at the U.S. Department of Labor in Washington, D.C. The events exceeded 500 small, minority and women-owned business attendees. The firms were extremely excited and pleased at the possibility of being a part of this multi-million dollar ITS contract.

The fairs were sponsored to give small businesses an opportunity to network and establish teaming arrangements with large GSA Millennium Industry Partners in the areas of:

- ◆ Computer Management Services
- ◆ Telecommunications
- ◆ Desktop Support
- ◆ Application Hosting/Application Life-Cycle Support
- ◆ Technical Consulting/Technology Services

The new EPA task order will be awarded utilizing the GSA/GWACS Millennium contract vehicle. The successful contractor was expected to be announced in mid August.

The EPA OSDBU Office has assumed an aggressive role in the total GSA Millennium contract process to ensure that the small business sector receives a fair share of subcontracting dollars. In fact, the goals which were negotiated with GSA and ultimately became a part of the solicitation, exceeded the initial standard goals which typically have been GSA's benchmark for similar requirements with other government agencies.

OSDBU has been in constant communication with the OEI and GSA to keep abreast of the procedures and to offer consultation that will ultimately benefit small businesses and assure that they are an integral part of the Information Technology Services provided to the Agency. This requirement is one of the most visible and interactive contracts in EPA - utilized by

all laboratories and programs to accomplish the overall mission of the agency. Therefore, given the breadth and depth of Information Technology within the small business sector nationally, OSDBU has targeted this contract as one which is highly significant in helping EPA achieve its socio-economic goals.

Given the interaction amongst OSDBU, RTP/POD, OEI, GSA and the small/large business community, this effort could be noted as a "model" solicitation. Specifically, considering the tremendous amount of planning, communication, networking, coordination, outreach and negotiating which took place throughout the process, it is crucial that officials at all levels continue to maintain a highly visible presence and role in this ITS Millennium contract.

OSDBU is elated at the progress and spirit of cooperation exemplified by all those involved today. Let us applaud what can be accomplished when we work as a TEAM with the same ultimate goal of providing an equitable opportunity for all those business entities who are aspiring to achieve the great American dream!

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Sparking from a series of complaints from small businesses who felt they have not been treated fairly by the Federal government, introduction of the Kerry legislation will also strengthen the office at each federal agency that advocates for small, disadvantaged businesses, minority and women-owned businesses, small businesses owned by disabled veterans and businesses located in economically depressed areas.

The Small and Disadvantaged Business (SDB) Ombudsman will be responsible for ensuring that these small businesses are treated fairly in the procurement process and will track and rectify complaints received from small firms regarding potentially unfair treatment by the federal government and non-small business prime contractors.

The bi-partisan legislation is co-sponsored by Senators Bond (R-MO), Cleland (D-GA), Cantwell (D-WA), Bingaman (D-NM), and Carnahan (D-MO). Congressman Albert Wynn (D-MD) will introduce the House companion legislation. The Veterans of Foreign Wars (VFW), National Small Business United (NSBU), Women Impacting Public Policy (WIPP), and minority contracting groups have also backed the legislation. For more information, contact **Dayna Hanson** at **202-224-8482**.

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## **EPA Administrator Whitman Announces \$14.6 Million in Grants to Help 80 Communities Revitalize Abandoned Properties**

EPA Administrator Governor Christine Whitman announced \$14.6 million in Brownfields grants to assess the contamination of abandoned properties in 80 communities around the nation. Since its inception, EPA's Brownfields Program has contributed over \$280 million in pilots and grants to spur assessment, cleanup and redevelopment at Brownfields sites.

At an event with Congressman Jim Greenwood at the Riverfront North Property, Bucks County, Pennsylvania, Whitman said, **"Reclaiming America's Brownfields properties is an effective way to help revitalize and reinvigorate our nation's blighted neighborhoods while at the same time preventing urban sprawl."**

**"Brownfields reclamation is one of the great environmental success stories of the past decade,"** Whitman continued. **"But the story is hardly over. EPA and its partners in every state of the union are ready to write the next chapter in the Brownfields story. Given the commitment of this Administration, I can guarantee you that story will have a very happy ending."**

These grants were awarded under EPA's Brownfields Assessment Demonstration Pilot program. Around the country, 38 communities received funding totaling \$7.95 million for new Assessment Demonstration Pilots that fund the assessment of Brownfields properties. The assessment pilots are designed to empower states, cities, towns, counties, and tribes to work together in a timely manner to assess and encourage cleanup of Brownfields properties in order to promote their sustainable reuse. In addition, 42 communities received supplemental funding totaling \$6.65 million to continue or expand their existing Brownfields program.

Brownfields are abandoned, idled or under-used industrial and commercial facilities where expansion or redevelopment is complicated by real or perceived environmental contamination.

For every dollar of federal money spent on Brownfields cleanup activities, cities and states produce or leverage \$2.48 in private investment. To date, EPA's Brownfields program has leveraged over \$4 billion in

public and private investments that have turned abandoned industrial properties into thriving economic centers, useful recreational areas and beneficial open spaces. Brownfields redevelopment also plays a crucial role in saving greenfields - an estimated 4.5 acres of greenfields are saved for every one acre of Brownfields developed.

Greenfields are areas that have not been previously developed. In addition, Brownfields pilots have leveraged over 19,000 cleanup, construction and redevelopment jobs.

Beyond the Assessment Demonstration Pilot program, EPA's Brownfields program also funds state and local governments through cleanup revolving loan fund pilots and job training pilots. In May, Whitman announced \$21.5 million in Brownfields grants to clean up and revitalize blighted communities in 17 states. Those grants were awarded under EPA's Brownfields Cleanup Revolving Loan Fund program to capitalize state and local programs that in turn provide no-interest or low-interest loans to businesses to carry out cleanup activities at Brownfields properties.

All of these pilot programs are intended to provide states, tribes, municipalities and communities with useful information and strategies to promote a unified approach to site assessment, environmental cleanup and redevelopment of contaminated properties. These grants spur partnerships among state and local governments, community groups, investors and developers to get sites cleaned up and ready for community use instead of remaining a liability to the community and a continuing threat to public health and the environment.

Earlier this year, President Bush signed bipartisan legislation that will encourage the cleanup and redevelopment of old industrial properties - cleaning up our environment, creating jobs and protecting small businesses from frivolous lawsuits. In addition, the President's FY 03 budget request doubled the funds available through the EPA in FY 03 -- from \$98 million to \$200 million -- to help states and communities around the country clean up and revitalize Brownfields sites.

**"Thanks to legislation President Bush signed earlier this year - right here in Pennsylvania - the barriers that have made it difficult to reclaim some of the more challenging Brownfields in America have been lifted,"** said Whitman.

For further information on EPA's Brownfields program, go to [www.epa.gov/brownfields](http://www.epa.gov/brownfields).





## **Region 3 Administrator Whitman Kicks Off A New Environmental Education Partnership**

On June 7, 2002, EPA Administrator Governor Christine Whitman announced an environmental education partnership called LEAP (Linking Environmental Academic Programs) between Lincoln University, EPA Region III, and the Philadelphia Academies, Inc. at Lincoln High School. This is the first federal environmental education partnership in the United States that involves a Historical Black University and a non-profit organization.

Philadelphia Academies, Inc. operates 13 career academies within the Philadelphia public school system. The Environmental Technology Academy is one of the career academies at Lincoln High School which offers an extensive and specialized college preparatory program that focuses on environmental technology.

In February 2002, President Bush signed a new initiative to increase the federal role in strengthening the academic programs and resources to Historically Black Colleges and Universities (HBCUs). Governor Whitman awarded Lincoln University a check in the amount of \$50,000 to support an environmental education enrichment program in the summer of 2003 at Lincoln University. For more information, please contact **Janice Lewis at 215-814-2185** or **Romona McQueen at 215-814-5155**.



*Photo taken at Lincoln High School, Philadelphia, PA  
at the MOU signing June 7<sup>th</sup>*

(Left to Right) Dr. Ivory V. Nelson, President - Lincoln University; Jeffrey Livesey, President - Lincoln High School Student Association; Christine Todd Whitman, Administrator - U. S. Environmental Protection Agency; Stephanie Lyons, Senior - Lincoln High School Environmental Technology Academy; Natalie S. Allen, President - Philadelphia Academies, Inc.; David M. Kipphut, Principal - Lincoln High School; Donald S. Welsh, Regional Administrator - U. S. Environmental Protection Agency

## **Region 7 State of Kansas Takes Steps to Strengthen MBE/WBE Outreach and Involvement in the Procurement Process**

The State of Kansas' Department of Health and Environment, with the leadership of Secretary Clyde D. Graeber, through its Division of Environment, and Dr. Ron Hammerschmidt, Director, has taken steps to considerably reduce the exclusion of minority and women-owned businesses from the procurement process, by centralizing its operations under one supervisor, Ms. Pat Kuester.

Ms. Kuester supervises a staff of four, solely dedicated to acquiring all purchases for the Division. The organizational structure requires all requests for purchases to be scrutinized "prior to" the writing of any purchase order. This is done so that potential Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) vendors are actively solicited by and with the assistance of the MBE/WBE Compliance Manager. Such solicitations include, but are not limited to: the PRO-NET database, the Phoenix database, the Try Us National Minority Business Directory, the Business Research Services of Minority and Women-Owned Businesses, and other sources that carry out the interests of minority and women-owned businesses, on a daily basis. These sources include organizations such as: Minority Supplier Councils, Chambers of Commerce (Black, Hispanic, Asian), contracting groups, etc.

The goal is to continue building a vendor base so that future usage will be more efficient and, thus rewarding. The Department looks forward to an improved effort of getting minority and women-owned businesses more involved during the fiscal year and beyond by



using outreach efforts as the programs procure goods and services that are not on a statewide contract. Should you have any questions or for more information, please contact **Tommie Smith at 785-296-1997** or e-mail

him at **TSmith@kdhe.state.ks.us**



## **Region 8 Completes Business Outreach Efforts in Colorado**



Region 8 has just completed a three city small and disadvantaged business outreach effort to three Colorado cities, Grand Junction, Pueblo and Metropolitan Denver. A partnership was created with the following federal and state agencies: EPA, Colorado Department of Public Health and Environment State Revolving Fund, Small Business Administration Office of Government Contracting, Colorado Minority Business Office, USDA Rural Economic Development Office, Great Outdoors Colorado, Colorado Department of Local Affairs, and the Colorado Department of Personnel and Administration, Division of Finance and Procurement.

One-day procurement opportunity workshops were conducted in each of the three cities; representatives from the mentioned agencies delivered presentations on procurement and contracting opportunities to those in attendance. Over two hundred small, minority and women business owners attended. Evaluations were conducted at each of the workshops and the responses indicated that the workshops were an overwhelming success. The business owners were appreciative of the efforts of the presentors and asked that these workshops be presented again, preferably during their down time (winter). Several of the agencies focused on the drinking water and waste programs and the contracting and subcontracting opportunities resulting from these programs. For more information, please contact **Maurice Velasquez** at **(303) 312-6862**.

## **NEWS YOU CAN USE**



## **Nationwide Disaster Loan Deadline Extended for Small Businesses Hurt by September 11<sup>th</sup> Attacks**

The U.S. Small Business Administration has extended to September 30, 2002, the nationwide filing deadline for small businesses affected by the September 11<sup>th</sup> attacks to apply for Economic Injury Disaster Loans (EIDLs). The previous date was May 22, 2002.

**"The devastation caused by the September 11 attacks was far reaching, and small businesses all over the country are making progress towards economic recovery,"** said SBA Administrator Hector V. Barreto. **"With this extension, more companies will have access to the working capital they'll need to rebound and stay in business."**

The SBA Administrator urged business owners to file their applications as soon as possible.

The EIDLs are available to eligible small businesses that suffered substantial economic injury as a direct result of the September terrorist attacks or a federal action taken in response to the attacks. EIDLs provide eligible small businesses with the working capital needed to pay ordinary and necessary operating expenses they cannot cover because of the disaster. These expenses may include fixed debts, payroll, accounts payable, and other bills.

Small businesses may apply for a working capital loan of up to \$1.5 million. The interest rate on these loans is 4 percent with a maximum term of up to 30 years. The SBA determines the amount of economic injury, the term of each loan and the payment amount based on the financial circumstances of each borrower.

Since September 11<sup>th</sup>, SBA has approved more than \$800 million in disaster loans nationwide to businesses affected by the terrorist attacks. Of that total, more than \$405 million in loans went to business owners and residents in New York City and Northern Virginia.

For an online application and instructions on how to complete it, go to **[www.sba.gov/disaster](http://www.sba.gov/disaster)**.

## EPA Announces \$3.8 Million to Clean Up Petroleum from Underground Storage Tank Sites at Gas Stations in 26 States

EPA Deputy Administrator Linda Fisher, announced 40 pilots totaling \$3.8 million in grants to 26 states and three tribes to clean up properties contaminated from leaking underground storage tanks.



Fisher said, "One of our biggest opportunities for clean up and redevelopment is thousands of old, abandoned gas stations that are found in communities across the country. While our Brownfields program has been extremely successful, it has been unable to address abandoned petroleum tanks due to statutory restrictions under the Superfund law. These new pilots are building on the successful Brownfields program by bridging the gap."

These pilot projects, called USTfields, involve abandoned or under-used industrial and commercial properties with perceived or actual contamination from petroleum that has leaked from underground storage tanks. Of the estimated 450,000 Brownfields sites in the United States, about half of these properties are thought to be impacted by underground storage tanks or by some type of petroleum contamination.

These 40 pilot grants are being awarded to states and tribes to demonstrate what can be accomplished in the assessment and cleanup - and ultimate reuse - of petroleum-impacted sites when federal, state, tribal, local and private entities work together. Each of the pilots will receive up to \$100,000 for assessing and cleaning up petroleum contamination from underground storage tanks.

The announcement of 40 USTfields pilots locations, combined with EPA's November 2000 announcement of 10 USTfields pilots, brings to 50 the total of USTfields pilots locations nationwide.



For more information, visit EPA's web site at [www.epa.gov/oust/ustfield](http://www.epa.gov/oust/ustfield).

## SBA and IRS Team-up to Provide Tax Resource to Small Business Owners

The U.S. Small Business Administration (SBA) and Internal Revenue Service (IRS) have issued their newest free information tool - a CD resource guide that will help small businesses manage their tax issues.

*The Small Business Resource Guide 2002 - What You Need to Know About Taxes and Other Topics* CD, jointly developed by the SBA and IRS, is available to assist small business owners with tax-related issues.

The Resource Guide is an interactive tool that contains essential startup information to guide small businesses. It provides tax information, forms, instructions and publications, as well as valuable business information from a variety of government agencies, non-profit organizations and educational institutions.

"The SBA is pleased to announce our newest tax resource guide and our continued partnership with the IRS," says Hector V. Barreto, SBA Administrator. "We want to ensure that small business owners have access to tax-related information that eases the burden and confusion of tax regulations."

The Resource Guide provides other useful information, such as how to prepare a business plan and locating financing for a small business. The design of the Resource Guide makes finding information easy and quick, and incorporates file formats and browsers that can be run on virtually any desktop or laptop computer.

New and enhanced features to the 2002 Resource Guide include a full-text search engine and business tutorials. It also provides a comprehensive resource directory that supports each stage of a small business' life cycle and offers an e-filing video as well as basic tax law training modules. It addresses all small business tax issues from formation to tax filing and reporting responsibilities when starting, expanding, closing or selling a business. Through internet access, users can subscribe to a multi-agency e-mail newsletter, view updates to the Resource Guide and link to other government agency and nonprofit web sites.

The *Small Business Resource Guide 2002* is available through internet access from [www.sba.gov/starting](http://www.sba.gov/starting) by clicking item number five "SBA/IRS CD Small Business Resource Guide." The 2002 CD is also available free by calling **1-800 U ASK SBA** (1-800-827-5722) or **1-800-TAX-FORM** (1-800-829-3676).



# **U.S. Chamber of Commerce and U.S. Small Business Administration Small Business Matchmaking Initiative Event Overview**

**WHEN** October 1 -2, 2002

**WHERE** CLEVELAND, OH

## **OBJECTIVES**

- Facilitate small businesses' access to contracts and financing.
- Build pipeline of future contracting opportunities.
- Introduce small businesses to federal agencies and private industry buyers.
- Create an opportunity to build awareness of small business capacity among corporations and federal agencies.
- Help agencies and prime contractors achieve procurement goals.
- Expand the level of knowledge small businesses have about successfully operating and advancing their business.
- Expose small businesses to a variety of financing and investment vehicles for operations, asset acquisition and long-term working capital.

## **STRATEGY**

Foster an environment where the following situations occur:

- Proactive selling environment for small businesses to market products and services.
- Quality one-to-one interaction between small businesses and buyers and financiers.
- Early identification of likely contracting needs and opportunities.
- Involvement of program officials (end-users) in the decision and selection process.
- Active participation of key decision makers in the buying process.
- Learning and information sharing can lead to improved knowledge for business management.

## **GENESIS**

The Small Business Matchmaking Initiative is a joint effort of the U.S. Chamber of Commerce and the U.S. Small Business Administration. The U.S.

Chamber of Commerce was the major event underwriter for the initial matchmaking event held on May 10, 2002 in Washington, D.C. That event was part of the SBA and Industry 34<sup>th</sup> Annual Procurement conference. It was sponsored by Raytheon Company and the U.S. Chamber of Commerce, and was an overwhelming success, with more than 400 small businesses participating in meetings with procurement officials. The 1,000 prescheduled appointments with buyers from federal agencies and large corporations were arranged through the web portal provided by SupplierGATEWAY™.

Due to the overwhelming success of the May 10<sup>th</sup> event, a co-sponsorship of the U.S. Chamber of Commerce and the U.S. Small Business Administration is launching a national rollout of the matchmaking program. The event in Cleveland is the first in a series of local market programs that follow-up on the initial matchmaking event. The partnership is committed to conducting matchmaking events at various locations around the country.

## **Program Outlook**

The focus of this new Small Business Matchmaking Initiative is on results. While the original matchmaking event was solely focused on procurement opportunities, this new initiative expands the focus to include education and financing. The Small Business Matchmaking Initiative will support small businesses in the areas of procurement, financing and business training.

## **PROCUREMENT MATCHMAKING**

Individual meeting appointments will be pre-scheduled between small businesses and procurement managers. The input provided by the buyers and sellers will determine which small businesses will meet with buying representatives from specific agencies and large corporations. Each party will be asked to provide detailed and specific information to maximize the effectiveness of the matchmaking process.

Buyers will supply information by completing an online profile of their commodity buying needs using the SupplierGATEWAY™ web portal. The priority for buyers will be to input information on upcoming contracts on which small businesses will have the opportunity to bid. Contracting officers are strongly recommended to include only those contracts and buying needs for which the onsite representative(s)



have thorough knowledge. Procurement officials having less than complete knowledge of the contract should bring with them to the event the appropriate program official who has the detailed knowledge of the contract needs. The commodity buying areas will be classified using North American Industry Classification System (NAICS) codes.

Likewise, small business vendors will also complete an online profile for their business, capabilities and areas of expertise through the same SupplierGATEWAY™ web portal. Small businesses will classify their product and service offerings using the NAICS codes. Participating small businesses will be able to view a list of buyers who are looking to make purchases in that small business area(s) of expertise. However, the vendor will not have the option to randomly select to meet with buyers who have not expressed an interest in that company's product line. By restricting appointments to only those areas that match the desire of both the buyer and the seller, the matchmaking experience will be more valuable to both parties. Additionally, vendors will have the ability to request specific time slots for their appointments and thereby have more control over their schedule.

### ***BUSINESS FINANCING***

Regional and local financing institutions will participate in the program. They will add to the program by providing information on sources and approaches to financing solutions to small business needs. Banks will provide expertise on cash flow and money management. Lenders will be available to discuss and accept applications for working capital, equipment purchases and real estate purchases. Venture capitalists and investment firms will offer options to existing and prospective small businesses on capital generation, major asset acquisition and leveraged buyouts.

### ***INFORMATION TRAINING AND EDUCATION***

To further compliment the experience for small businesses, a series of educational workshops and seminars will be held. Seminars will be conducted on a variety of "how to" topics such as contracting with the federal government, financing business growth, marketing your business, etc. Additionally, the U.S. Chamber of Commerce will also deliver its workforce development and international trade roots programs to participants.

### ***SCHEDULE OF ACTIVITIES***

The official schedule will be developed and communicated on the event's website at a later time. Following are the expected schedule of activities highlights the components of the two day program:

Matchmaking	Both days
Lunch	Both days
Seminars	Concurrently throughout both days
Capital Access	Both days
Reception	First evening

### ***GOALS***

The Small Business Matchmaking Initiative has been developed to generate tangible business results for all participants. The following goals are the primary targeted achievement measures:

Contract Awards	\$100-\$200 Million over the next 9-12 months
Small Business Attendance	900-1,000 attendees
Matchmaking Appointments	900-1,100
Participating Procurement Officials	30-40 (government and private)
Participant Satisfaction Rating	75%

## **OSDBU Small Business Counseling Sessions**

The Office of Small and Disadvantaged Business Utilization (OSDBU) held small business counseling sessions on July 16<sup>th</sup> and August 21<sup>st</sup> at EPA Headquarters in Washington, D.C. Both sessions were very well attended by small business firms seeking contracting opportunities with EPA for the first time. The August 21<sup>st</sup> session focused primarily on environmental services.

These are interactive sessions designed to provide an overview of the contracting opportunities available in the various EPA programs. Contracting officers and program officers participated and provided information on upcoming contracting opportunities. The next session will be held on October 9, 2002. For more information, please contact **Patricia Durrant** at **202-564-4738** or **Elaine Rice** at **202-564-4141**.

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# epa/Howard university outreach center

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## Technical Assistance

For close to two and one half years, EPA/OSDBU has sponsored a technical assistance center administered by Howard University. It is the only entity of its kind in which an HBCU (Historically Black College or University) applies its resources to private enterprises seeking to do business with a major Federal Agency. The technical assistance provided is narrowly defined. It attempts to position small disadvantaged businesses to compete in the EPA marketplace. The fact that competition is the functional equivalent of doing business with EPA raises some interesting questions, which if ignored, defeat any and all activities a small firm may exercise to sell its products or services in response to an EPA solicitation.

Small disadvantaged firms come to the federal procurement process often overwhelmed by the picket fence of established procedures, procurement rules and lengthy time lines. How to present a product or service to the right people at the right time at the right place seems to be the marketing considerations of most importance. Nothing new about that on its face except it omits a significant dimension, which defines the context in which all other relationships between the private sector and the government sector are conducted.

The Federal Acquisition Regulations, voluminous in their size and topic depth, are a set of rules for protecting the taxes or allocated monies for the purchase of goods and services. Those responsible for deciding who gets what and how much are a special class of people who are delicately and energetically commissioned to separate and maintain a wall of propriety between themselves, their purchasing projects and the private sector. The reason is obvious.

The motivating force in the private sector is the desire to make a profit. There you have it: two entities with conflicting modes of behavior, often colliding and canceling each other. The collisions develop when the private sector ignores or fails to understand the mandated procurement responsibility of protecting the wise use of taxes for the purchase of goods and services through a process that tries to be fair to all competitors. Profit making is a bedrock acceptable

goal not rejected by the federal procurement system; it is just controlled, guarding against excesses.

The inevitable tension that grows out of this government/private sector relationship leads to particular needs whose satisfaction must be met for each to function in accordance with their respective purposes - protect the tax dollar; make a profit.

The EPA/OSDBU/Howard University Outreach Center serves to lessen the tension between the government sector and the private sector by preparing small disadvantaged firms to compete with greater sophistication than they otherwise would.

The Outreach Center functions in basically two areas:

### Marketing Management

- Development Acquisition Strategies
- Evaluate Marketing Documents

### Risk Reduction Management

- Examine and Improve Access Instruments
- Instruct in the Use of Various Online Support Tools
- Develop Acquisition Strategies Linked to Vendor Capabilities
- Develop Technical Remedies of Company Weakness and Conduct Debriefings

The small disadvantaged firm faces what seems often to be an insurmountable array of obstacles. The Outreach Center exists to reduce as many as possible. The result can be that both government and the small disadvantaged firms can win.

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**Mr. Franklin H. Carpenter**  
**Administrator CPPO**

**Howard University/EPA OSDBU  
Outreach Center  
1200 Pennsylvania Avenue, N.W.  
Suite 1230A  
Washington, D.C.  
202-564-4584**



[www.bschool.howard.edu/SBDC/sbdc\\_locations.html](http://www.bschool.howard.edu/SBDC/sbdc_locations.html)

**WWW.OSDBU.GOV**

# epa/Howard university outreach center

The EPA/Howard University Outreach Center seeks to provide small businesses the technical assistance they may need in order to compete for business in the EPA market place. By "outreach" the Center is prepared to enable firms to gain access and compete more fully in the triad of offices responsible for programs for cleaner air, water and soil. In order to gain a better understanding of how to initiate business opportunities with EPA, the Outreach Center encourages firms to proceed on a three track marketing basis:

- (1) Request a Consultation with a counselor in the Outreach Center;
- (2) Sign up for one or more of the seminars scheduled to address specific topics of interest to small businesses;
- (3) Attend the monthly scheduled Brown Bag Luncheons.

The Outreach office extends an invitation, with no fee, to the following business groups:

- Small Disadvantaged
- Women-Owned
- HUBZone
- Veteran Owned
- 8(a)

## *What Is Entailed In The Three-Track Marketing Process?*

The consultation sessions are available on a request basis by calling **202-564-4584**. The session provides an opportunity to determine whether the small firm is ready and able to compete for EPA business; requires technical assistance in order to get ready; and recommends remedial marketing strategies more likely to produce results.

Throughout the year, the Outreach Center sponsors a series of seminars. The topic for each grows out of what the Center understands to be a serious weakness in the small business community or an introduction to subject matter not readily available in a seminar format. The following calendar of events are scheduled for Fall 2002:

September 12: Instructions and Strategies on How To Do Business With EPA

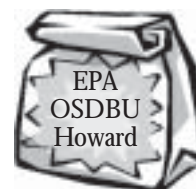
September 26: How to Analyze a Solicitation for Effective Response

October 10: Best Procurement Practices for the Small Disadvantaged Business

November 14: Business Management and Organization Techniques

December 5: Marketing Strategies and Access Assistance

## Brown Bag Luncheons



The Brown Bag Luncheons conducted by the EPA/Howard University Outreach Center began its third year this spring. The luncheons have proven to be a popular access venue for small businesses that seek to do business with EPA. The opportunity to talk informally with various officials and seasoned entrepreneurs is a recipe for business growth and stimulation.

Brown Bag Luncheons are a unique approach to introducing small disadvantaged firms to EPA. On a monthly basis, firms are invited to attend an informal gathering, free of charge, with available EPA officials or other business persons to discuss matters ranging from procurement difficulties, promotion of their firm, develop links with prime contractors and discuss other matters pertinent for the meeting and current contract opportunities. Franklin H. Carpenter, EPA/Howard University Outreach Director, welcomes you and looks forward to seeing you and members of your company in the very near future.

The following is the remaining schedule for the Brown Bag Luncheons for FY 2002:

September 18<sup>th</sup>  
October 16<sup>th</sup>  
November 20<sup>th</sup>  
December 5<sup>th</sup>

No registration is required. Just show up and join in. Do not forget to bring your lunch. Should you have questions, please call **202-564-4584**.

All Brown Bag Luncheons are held at the Ariel Rios Building North, Room 6402 held between 12:00 noon and 1:00 p.m. It is not unusual for the session to extend to 2:00 p.m.

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## Small Business Ombudsman

As the small business gateway for EPA, the Ombudsman's function falls into three main categories: (1) Developing and providing compliance assistance and tools for small businesses; (2) Providing information about small business to EPA; and (3) Identifying small business needs for EPA rules, enforcement and policy development.

### SMALL BUSINESS DIVISION

#### Small Business Ombudsman Regulatory Assistance and Outreach Program

<u>FTE Employees:</u>	<u>Title</u>	<u>Contact #</u>
Karen Brown	Division Director & Small Business Ombudsman	202-566-2816
Angela Suber	Program Analyst	202-566-2827
Daniel Eddinger	Program Analyst	202-566-2820
Tracy Mattson	Program Analyst	202-566-2823
Elsa Bishop	Program Analyst	202-566-2814
Catherine Tunis	Regulatory Impact Analyst	202-566-2830
Bridgette Dent	Program Assistant	202-566-2819
Joyce Billious	Secretary	202-566-2813

<u>SEE Employees:</u>		
James Malcolm	Chemical Engineer, Toxic Substances and Haz Mat	202-566-2821
Larry Tessier	Civil Engineer, Asbestos, Radon, and Lead	202-566-2829
Tom Nakley	Civil Engineer, CWA, SDWA and General Assistance	202-566-2826
William Crosswhite	Economist, Pesticides and Agriculture	202-566-2817
Howard Boddie	Computer Specialist	202-566-2815
Esther McCrary	Senior Secretarial Support Staff	202-566-2824
Peggy Alexander	Senior Secretarial Support Staff	202-566-2811

#### Major Functions/Products:

- Serve as a port of entry for small businesses to EPA
- Advocate for small business regulatory issues and relief inside EPA
- Coordinate small business issues with program offices, regions, and states
- Focus on Asbestos regulatory requirements/handle questions and complaints
- Operate and maintain a Small Business hotline that averages 1,100 calls per month
- Participate on regulatory development workgroups representing small business interests
- Prepare semi-annual Newsletter that reaches over 20,000 internal and external customers
- Organize meeting with the Deputy Administrator and Small Business Trade Associations
- Oversee and prepare Report to Congress on the status of CAAA State Section 507 Programs
- Manage contracts, grants and cooperative agreements to strengthen State Small Business Ombudsman Technical Assistance Programs
- Sponsor Annual Small Business Regional Liaison Conference
- Develop guidance and policies for small businesses
- Resolve disputes between small businesses and EPA dealing with policies and regulations
- Distribute small business publications, regulations, guidance, and tools

#### Customers:

- Small Businesses/Small Business Trade Associations
- State Small Business Ombudsmen and Technical Assistance Programs
- EPA senior managers, media offices and agency staff, EPA regions and states offices
- Individual citizens
- EPA Deputy Administrator
- Congressional representatives and staff, Governors, Environmental Counsel of States (ECOS)
- Assistance providers, i.e., EPA Compliance Centers, Pollution Prevention Programs (P2), Small Business Development Centers (SBDCs), Manufacturing Extension Partners (MEPs)

### Small Business Ombudsman

Toll Free Hotline **800-368-5888** Local **202-566-2855**  
Main Line **202-566-2822** FAX Number **202-566-0954**



# COMPANY REGISTRATION

If you would like to be included in EPA/OSDBU's automated database, please complete and fax to Denean Jones at (202) 501-0756.

Date: \_\_\_\_\_

Company Name: \_\_\_\_\_

Contact: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

Email Address: \_\_\_\_\_

Internet Address: \_\_\_\_\_

NAICS Code(s) \_\_\_\_\_

Capabilities: \_\_\_\_\_

## CLASSIFICATION

- ☐ LARGE
- ☐ MID-SIZE
- ☐ SMALL

### TRIBAL

- ☐ FEDERALLY RECOGNIZED
- ☐ STATE RECOGNIZED

- ☐ SDB
- ☐ SMALL WOB
- ☐ 8(A) CERTIFIED
- ☐ SDV
- ☐ HUBZONE
- ☐ JWOD
- ☐ VSB
- ☐ HBCU
- ☐ HACU
- ☐ TRIBAL COLLEGE/UNIVERSITY
- ☐ OTHER MINORITY INSTITUTION

## ETHNICITY

- ☐ AFRICAN AMERICAN
- ☐ ASIAN INDIAN
- ☐ ASIAN PACIFIC
- ☐ CAUCASIAN AMERICAN FEMALE
- ☐ HISPANIC
- ☐ NATIVE AMERICAN
- ☐ NONE
- ☐ OTHER MINORITY



U.S. Environmental Protection Agency  
Office of Small and Disadvantaged Business Utilization  
1200 Pennsylvania Ave., N.W. (1230A)  
Washington, D.C. 20460  
(202) 564-4100  
(202) 501-0756 (FAX)

# Request For Publications

NAME: \_\_\_\_\_

FIRM: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE NO.: (\_\_\_\_\_) \_\_\_\_\_

FAX NO.: (\_\_\_\_\_) \_\_\_\_\_

Please check publication(s) requested.

- ☐ Doing Business with EPA
- ☐ Mentor-Protege Program
- ☐ Forecast of Contract Opportunities
- ☐ Finding Your Way Through EPA
- ☐ Contract Opportunities Under Superfund (Five Basic Categories)
- ☐ The 8(a) Program
- ☐ Suggested Resources for Identifying Small, Minority, and Women-Owned Businesses
- ☐ HUBZone Fact Sheet

Visit EPA's OSDBU Homepage  
[www.epa.gov/osdbu](http://www.epa.gov/osdbu)

# EVENTS ♦ EVENTS ♦ EVENTS

## AUGUST

DATE	EVENT SPONSOR/LOCATION	CONTACT
August 15	OSDBU Directors' Interagency Council - Nuclear Regulatory Commission - Washington, DC	Ralph Thomas (202) 358-2088
August 21	Environmental Cleanup Business Counseling Day - EPA/OSDBU - 1200 Pennsylvania Avenue - NW Washington, DC	Elaine Rice (202) 564-4100

## October

DATE	EVENT SPONSOR/LOCATION	CONTACT
October 1-2	Small Business Matchmaking Initiative - U.S. Chamber of Commerce and U.S. Small Business Administration - Cleveland, OH	Antonio Doss (202) 205-6885
October 3	Tribal Meeting in Alaska - EPA/OSDBU	Jeanette Brown (202) 564-4100
October 9	EPA/OSDBU Business Counseling Day-EPA/OSDBU-Room 1153 EPA East - Washington, DC	Elaine Rice (202) 564-4100
October 9-12	12 <sup>th</sup> Annual SEA Student Technical Conference-National Institute of Standards & Technology Washington Marriott Hotel - Gaithersburg, MD	Halima O. Adasi (202)842-0388 H.adasi@sea.org
October 16-19	23 <sup>rd</sup> Annual National Convention and Business Expo-US Hispanic Chamber of Commerce - Los Angeles, CA	David Sutton (202) 564-4100
October 17	OSDBU Directors' Interagency Council Meeting-Department of Labor-Washington, DC	Ralph Thomas (202) 358-2088
October 22	Women's Business Counseling Day-EPA/OSDBU-Room 1153 EAP East-Washington, DC	Patricia Durrant (202) 564-4100
October 23-24	Business Women's Network - BWN-Omni Shoreham Hotel - Los Angeles, CA	(202) 466-8212 800-48-WOMEN (9 6 6 3 6)
October 27-30	NMSDC Conference and Business Opportunity Fair - Los Angeles Conference Center- Los Angeles, CA	Suzette Eaddy (212) 944-2430

## SEPTEMBER

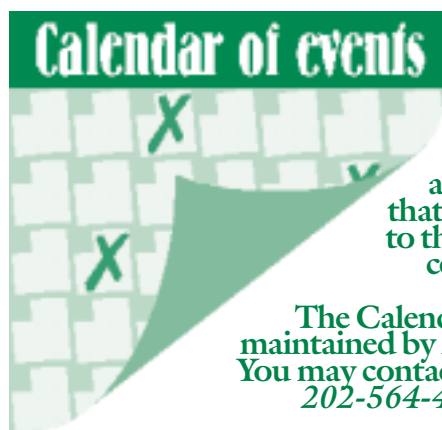
DATE	EVENT SPONSOR/LOCATION	CONTACT
September 4-5	16 <sup>th</sup> Annual Entrepreneurial Women's Conference (Region V)- Women's Business Development Center-Navy Pier-Chicago, IL	Mia M. Delano (312) 853-3477 EXT 45 mdelano@wbdc.org
September 5-6	3 <sup>rd</sup> Latin Communications Conference "Back to the Future" - Communications Careers for Latinos, Inc. Los Angeles, CA	Pam Dessaso (757) 766-6379
September 11-14	2002 Annual Legislative Conference-Congressional Black Caucus Foundation, Inc.- Washington Convention Center	(202) 675-6730 (800) 784-2577
September 17-19	National Summit on Emerging Tribal Economies -Indian Country Corporation America and Federal Agencies-Phoenix, AZ	Myrna Mooney (202)564-4386
September 18	<b>Brown Bag Luncheon</b> EPA/OSDBU/Howard University 1200 Pennsylvania Avenue, NW Room 6402 Ariel Rios Building- Washington, DC	Frank Carpenter (202)564-4584
September 19	OSDBU Directors' Interagency Council Meeting-Department of Labor-Washington, DC	Ralph Thomas (202)358-2088
September 23-26	20 <sup>th</sup> Annual National Med Week Conference-MDBA Omni Shoreham Hotel Washington Convention Center-	Pamela Dessaso (757) 766-6379 Info@cbcfonline.org

## November

DATE	EVENT SPONSOR/LOCATION	CONTACT
November 5	OSDBU/EPA Business Counseling Day-EPA/OSDBU-TBD	Myrna Mooney (202) 564-4386
November 13-15	Brownfields 2002 - Engineers' Society of Western PA/EPA/TCMA-Charlotte Convention Center-Charlotte, NC	www.brownfields2002.org
November 20	<b>Brown Bag Luncheon</b> - EPA/OSDBU/Howard University 1200 Pennsylvania Avenue, Room 6402 Ariel Rios Building - Washington, DC	Frank Carpenter (202) 564-4584
November 20	OSDBU Directors' Interagency Council Meeting-Executive Office of the Vice President-Washington, DC	Ralph Thomas (202) 358-2088

## December

DATE	EVENT SPONSOR/LOCATION	CONTACT
December 2-6	Small Business Procurement Conference-Congresswoman Donna Christian-Christensen St. Croix, Virgin Island	Vita Pickrum (202) 722-7601
December 5	Service Disabled Veterans Business - EPA/OSDBU-1200 Pennsylvania Avenue-Washington, DC	Elaine Rice (202) 564-4141
December 20	OSDBU Directors' Interagency Council Meeting-Holiday Party - TBD-Washington, DC	Ralph Thomas (202) 358-2088



OSDBU has identified meetings, conferences, and forums, being provided across the country, that may be of interest to the small business community.

The Calendar of Events is maintained by Ms. Elaine Rice. You may contact Ms. Rice at 202-564-4100.

# REGIONAL MBE/WBE COORDINATORS

## REGION I (CT, ME, RI, MA, NH, VT)

**Sharon Molden** 617-918-1062  
U. S. Environmental Protection Agency  
New England Region  
One Congress Street (MGM), Suite 1100  
Boston, MA 02114-2023

## REGION II (NJ, NY, PR, VI)

**Otto Salamon** 212-637-3417  
U. S. Environmental Protection Agency  
290 Broadway- 27th Floor  
New York, NY 10007-1866

## REGION III (DE, VA, MD, PA, DC, WV)

**Romona McQueen** 215-814-5155  
U. S. Environmental Protection Agency  
1650 Arch Street  
Philadelphia, PA 19103

## REGION IV (AL, FL, GA, KY, MS, NC, SC, TN)

**Matt Robbins** 404-562-8371  
**Rafael Santamaria** 404-562-8110  
U. S. Environmental Protection Agency  
61 Forsyth Street, S.W.  
Atlanta, GA 30303-8960

## REGION V (IL, IN, MI, MN, OH, WI)

**Darlene Hainer** 312-886-6017  
U. S. Environmental Protection Agency  
77 West Jackson Boulevard (MC-10J)  
Chicago, IL 60604-3507

## REGION VI (AR, LA, NM, OK, TX)

**Debra N. Bradford** 214-665-7406  
U. S. Environmental Protection Agency  
First Interstate Bank Tower at Fountain Place  
1445 Ross Avenue, 12th Floor, Suite 1200  
Dallas, TX 75202-2733

## REGION VII (MO, NE, IO, KS)

**Cecil Bailey** 913-551-7462  
U. S. Environmental Protection Agency  
901 North 5th Street  
Kansas City, KS 66101

## REGION VIII (CO, MT, WY, SD, ND, UT)

**Maurice Velasquez** 303-312-6862  
U. S. Environmental Protection Agency  
999 18th Street, Suite 500  
Denver, CO 80202-2405

## REGION IX (AZ, HI, CA, NV)

**Joe Ochab** 415-744-1628  
U. S. Environmental Protection Agency  
75 Hawthorne Street (PMD-1)  
San Francisco, CA 94105

## REGION X (AK, ID, OR, WA)

**D.J. Lovelady** 206-553-1770  
U. S. Environmental Protection Agency  
1200 Sixth Avenue  
Seattle, WA 98101

## CINCINNATI

**Norman G. White** 513-487-2024  
U. S. Environmental Protection Agency  
Contracts Management Division  
26 West Martin Luther King Drive  
Cincinnati, OH 45268

## NORTH CAROLINA

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